

Supplier NCR Training



Step One

NCR (Nonconformance Report)

In the address bar on the Internet, enter: <http://www.par.com/>
The following screen will appear:

Enter the PaR website by typing: <http://www.par.com/> in the address bar of the Internet.

The screenshot shows the PaR Systems website homepage. The browser address bar contains <http://www.par.com/>. The website header features the PaR Systems logo and the tagline "Automating the Reach of the World!". A navigation menu includes links for Company Info, Products, Industries & Markets, Service, Supplier Tools, News & Events, and Request More Info. The main content area highlights a fully automated system for removing wire bonds from read/write head substrates. A sidebar on the right displays "News and Events" with two recent articles: "PaR Systems Awarded Main Cranes System Subcontract for Chernobyl NSC Project" (dated 08/05/2010) and "PaR Systems Subsidiary Jered LLC Acquires Glynco Machine Company" (dated 07/09/2010). The footer section is titled "Corporate Values" and begins with the text "Developing Our People - The success of the individual and of PaR Systems is a shared responsibility and occurs as each person grows..."

Step Two

NCR (Nonconformance Report)

Click on the Supplier Tools tab of the PaR website



The screenshot shows the PaR Systems website interface. At the top, the navigation menu includes: Company Info, Products, Industries & Markets, Service, **Supplier Tools** (highlighted with a yellow callout box), News & Events, and Request More Info. The main content area features a section titled "PaR Systems provides automation systems and material handling equipment and systems for a variety of highly specialized industries including:" followed by a list of industries. A "News and Events" sidebar on the right contains two news items: "PaR Systems Awarded Main Cranes System Subcontract for Chernobyl NSC Project" dated 08/05/2010, and "PaR Systems Subsidiary Jered LLC Acquires Glynco Machine Company" dated 07/09/2010. The bottom of the page displays the heading "Corporate Values" and the beginning of a quote: "Developing Our People - The success of the individual and of PaR Systems is a shared responsibility and occurs as each person grows..."

PaR Systems provides automation systems and material handling equipment and systems for a variety of highly specialized industries including:

- Aerospace
- Department of Energy
- Food and Beverage
- Heavy Construction
- Life Sciences/Medical Manufacturing
- Semiconductor
- Defense
- Government
- Hazardous Material Management
- Industrial Manufacturing
- Marine
- Ship Building/Ship Yards

With thousands of automation systems and material handling equipment installations around the world, **PaR Systems** provides standard products and custom equipment using a broad range of mechanical platforms and extensive software libraries and control systems expertise.

PaR Systems expertise in automation systems and material handling equipment includes the supply of large scale as well as small and intricate, high-precision equipment with a variety of applications.

PaR Systems would welcome the chance to talk with you to help you determine how our 49 years of experience can solve your challenging automation needs to help improve quality, safety, and productivity for your business.

Corporate Values

" Developing Our People - The success of the individual and of PaR Systems is a shared responsibility and occurs as each person grows..."

News and Events

PaR Systems Awarded Main Cranes System Subcontract for Chernobyl NSC Project
08/05/2010
Saint Paul/Minneapolis, MN (August 3, 2010) – PaR Systems, Inc. and its wholly owned subsidiary, Ederer, LLC, have been awarded a multi-million dollar, multi... [More>](#)

PaR Systems Subsidiary Jered LLC Acquires Glynco Machine Company
07/09/2010
Saint Paul/Minneapolis, MN (July 8, 2010) – PaR Systems, Inc. announces the acquisition of Glynco Machine Company, Inc. by their wholly owned subsidiary Jere... [More>](#)

PaR Systems, Inc. Appoints Managing Director in Europe

Step Three

NCR (*Nonconformance Report*)

Under Supplier Tools, click on Log on to NCR

The screenshot shows the PaR Systems website interface. At the top left is the PaR SYSTEMS logo. To the right is the tagline "Automating the Reach of the World!" and a search bar. Below the logo is a navigation menu with links: Home | Contact Us | Corporate Info. A secondary menu contains: Company Info, Products, Industries & Markets, Service, Supplier Tools, News & Events, and Request More Info. The main content area is titled "Doing Business with PaR" and lists several links: Terms and Conditions of Purchase, Subcontractor Terms and Conditions, Supplier Code of Conduct, Supplier Non Disclosure Agreement, and ITAR Awareness. Below this is the "Supplier Diversity" section with links for Supplier Business Classification Certification and Small Business Definitions. The "Supplier Tools" section is highlighted, and a yellow callout box points to the "Log on to NCR" link. Other links in this section include Supplier On Line NCR Instructions, Supplier Corrective Action Report (SCAR), QA Certifications Poster, QA Inspection Poster, QA Printable Certification Cover Sheet, and Log on to PCL. The footer contains contact information for PaR Systems, Inc., Ederer LLC, and Jered LLC, along with a Sitemap link.

Click on Log on to NCR

Step Four

NCR (*Nonconformance Report*)

Enter Username and Password provided by PaR
Click on Submit

The screenshot shows a web browser window with the URL `pplier_NCR/logon.cfm`. The page header includes the **PaR SYSTEMS** logo and address: 707 County Road E West, Shoreview, MN 55126-7007. The main heading is **NON CONFORMANCE REPORTING**. A large teal button labeled **NCR LOGON** is centered on the page. Below it, there are two input fields: **Username** and **Password**. A yellow callout box points to the Username field with the text **Enter User Name**. Another yellow callout box points to the Password field with the text **Enter Password**. Below the input fields, there are two buttons: **Submit** and **Reset**. A yellow callout box points to the Submit button with the text **Click on Submit**. At the bottom of the page, a teal box contains the text: **NOTE: This application is for PaR Systems, Jered LLC, and Ederer LLC suppliers.**

Step Five

NCR (Nonconformance Report)

Enter information into the fields with a red *

All * fields are required information (see next slide for details)



707 County Road E West,
Shoreview, MN 55126-7007

NEW NCR FORM



Click on ? for
pop up help
box

SUPPLIER NAME AUTOMATICALLY SHOWS UP HERE

* denotes required fields

Requestor *	<input type="text"/>	Email *	<input type="text"/>
Phone *	<input type="text"/>	Fax	<input type="text"/>
Part No *	<input type="text"/>	Part Name *	<input type="text"/>
Revision	<input type="text"/>	PaR PO Num *	<input type="text"/>
Item Number *	<input type="text"/>	Lot Quantity *	<input type="text"/>
Qty. NCR'd *	<input type="text"/>	Qty Accepted *	<input type="text"/>
Inspector *	<input type="text"/>		

NCR Help

This application provides a means for registering any Non conformance with the supplied parts. After entering the login details, a form with all the required details is displayed. **Please enter a value for all the fields marked with '*'**. Upon submitting the form, a status form with a summary report would be displayed. You can print the report for you records if you wish.

Close

Nonconformance Description *

Submit

Reset

Logout

Step Six

NCR (Nonconformance Report)

Enter information into the fields with a red *

All * fields are required information (see below for details)

Fill out required fields
(see explanations
below)

Click on Submit to
transmit NCR to PaR

ACME MACHINE COMPANY
* denotes required fields

Requestor * John Doe	Email * johndoe@supplier.com
Phone * 651-555-0000	Fax 651-555-1111
Part No * 121345678	Part Name * Bracket
Revision 1	PaR PO Num * 123456
Item Number * 1	Lot Quantity * 3
Qty. NCR'd * 1	Qty Accepted * 2
Inspector * Jill Inspector	

Nonconformance Description *

Page two - the 5.394 checks 5.156 for the 1/4-20 hole.

Submit Reset Logout

•**Requestor** - The individual completing the NCR. This person will be the contact person for all questions and follow up activities.

•**Email** - Requestor's email address.

•**Phone** - Requestor's Direct telephone number for any follow up discussion.

•**Part No** - PaR's part number on the purchase order or print.

•**Part Name** - Name of part on PaR's purchase order or print.

•**Revision** - Revision number (or letter) on PaR's purchase order or print.

•**P.O. No** - PaR's purchase order number.

•**Item No.** - Line item number on PaR's purchase order.

•**Lot Quantity** - The total quantity of items ordered from the line item number on PaR's purchase order.

•**Quantity NCR'd** - The number of discrepant items that are being NCR'd.

•**Quantity Accepted** - The total number of non-discrepant items in the lot quantity.

NOTE: The Qty NCR'd must equal the Lot Qty MINUS the Quantity Accepted!

•**Nonconformance Description** - Enter a description of the nonconforming item. The description should contain information regarding the nature of the discrepant material. The explanation should be clear and completely describe the nature of the nonconformance.

•**Submit** - The NCR may be submitted to PaR at this point by clicking on the "Submit" button.

Step Seven

NCR (*Nonconformance Report*)

After submitting your NCR , the following screen pops up showing the details of your NCR.

You may now print out your NCR and Logout of the PaR NCR Program

PAR SYSTEMS
707 County Road E West,
Shoreview, MN 55126-7007

Your NCR was registered successfully!

Following are the details of the NCR:

Requestor: John Doe	Email: johndoe@supplier.com
Phone: 651-555-0000	Fax: 651-555-1111
Part Number: 121345678	Part Name: Bracket
Revision: 1	PaR PO Number: 123456
Item Number: 1	Lot Quantity: 3
Quantity NCR'd: 1	Quantity Accepted: 2
Inspector: Jill Inspector	

Nonconformance Description:
Page two - the 5.394 checks 5.156 for the 1/4-20 hole.

[Print](#) [Logout](#)

Click Print to
print a copy of
your NCR

Click Logout to
exit the NCR
Program

THE END

Logging out of the NCR Program will take you back to the PaR Website

The screenshot shows the PaR Systems website interface. At the top, there are browser tabs for 'Supplier Tools', 'Welcome to PaR's Intranet', and 'PaR Systems : Providin...'. The main header features the PaR Systems logo and the tagline 'Automating the Reach of the World!'. A search bar is powered by Google. Below the header is a navigation menu with links for 'Company Info', 'Products', 'Industries & Markets', 'Service', 'Supplier Tools', 'News & Events', and 'Request More Info'. The main content area includes a featured article about a gantry port crane with a 45-ton capacity and a 60-meter span. To the right, a 'News and Events' sidebar lists two recent news items: 'PaR Systems Awarded Main Cranes System Subcontract for Chernobyl NSC Project' dated 08/05/2010, and 'PaR Systems Subsidiary Jered LLC Acquires Glynco Machine Company' dated 07/09/2010. The bottom of the page features a 'Corporate Values' section with the text: 'Integrity/Honesty - It is who we are and what we do every day that makes us proud to be part of'.

Supplier Tools | Welcome to PaR's Intranet | PaR Systems : Providin... x

PaR SYSTEMS Automating the Reach of the World!

Search Powered By Google
Search PaR

Home | Contact Us | Corporate Info

Company Info | Products | Industries & Markets | Service | Supplier Tools | News & Events | Request More Info

This gantry port crane has a 45 ton capacity, and a span of 60 meters (197 feet). Its single girder configuration makes cantilevers fully effective without having to rotate a container to pass by the gantry leg with 53 feet of reach over the water and 233 feet inland.

PaR Systems provides automation systems and material handling equipment and systems for a variety of highly specialized industries including:

- Aerospace
- Department of Energy
- Food and Beverage
- Heavy Construction
- Life Sciences/Medical Manufacturing
- Semiconductor
- Defense
- Government
- Hazardous Material Management
- Industrial Manufacturing
- Marine
- Ship Building/Ship Yards

With thousands of automation systems and material handling equipment installations around the world, **PaR Systems** provides standard products and custom equipment using a broad range of mechanical platforms and extensive software libraries and control systems expertise.

PaR Systems expertise in automation systems and material handling equipment includes the supply of large scale as well as small and intricate, high-precision equipment with a variety of applications.

PaR Systems would welcome the chance to talk with you to help you determine how our 49 years of experience can solve your challenging automation needs to help improve quality, safety, and productivity for your business.

News and Events

PaR Systems Awarded Main Cranes System Subcontract for Chernobyl NSC Project
08/05/2010
Saint Paul/Minneapolis, MN (August 3, 2010) – PaR Systems, Inc. and its wholly owned subsidiary, Ederer, LLC, have been awarded a multi-million dollar, multi... [More»](#)

PaR Systems Subsidiary Jered LLC Acquires Glynco Machine Company
07/09/2010
Saint Paul/Minneapolis, MN (July 8, 2010) – PaR Systems, Inc. announces the acquisition of Glynco Machine Company, Inc. by their wholly owned subsidiary Jered... [More»](#)

PaR Systems, Inc. Appoints Managing Director in Europe

Corporate Values

Integrity/Honesty - It is who we are and what we do every day that makes us proud to be part of